



U.S. General Services Administration

# Federal Acquisition Service

## **An Innovative Customer Solution - Introduction to Contractor Team Arrangements**

**Industry Event: February 28<sup>th</sup> – March 1<sup>st</sup>  
Patrick Mazzei & Eric Stonner**

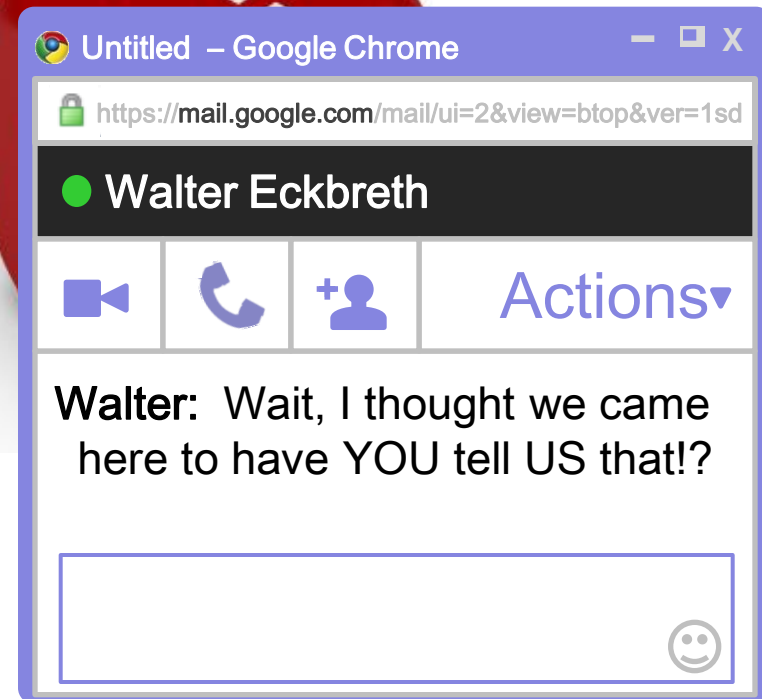
# What is a GSA Schedule Contractor Team Arrangement (CTA)?

An arrangement between two or more GSA Schedule contractors to work together to meet agency requirements



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An arrangement between two or more GSA Schedule contractors to work together to meet agency requirements



## **What are some of the benefits of a GSA Schedule CTA?**

- Satisfies the customer with a single solution
- Focuses on core capabilities
- Obtains complementary capabilities
- Offers additional opportunities with customers
- Maximizes use of GSA Schedule solutions
- Allows more opportunities for small businesses

## How do GSA Schedule CTAs differ from Prime/Subcontractor Arrangements?

Contractor Team Arrangement (CTA)	Prime Contractor/Subcontractor Arrangement
Each team member must have a GSA Schedule contract.	Only prime contractor must have a GSA Schedule contract.
Each team member is responsible for duties addressed in the CTA document.	Prime contractor cannot delegate responsibility for performance.
Each team member has privity of contract with the government and can interact directly with the government.	Only prime contractor has privity of contract with the government and can interact with the government.

## How do GSA Schedule CTAs differ from Prime/Subcontractor Arrangements?

Contractor Team Arrangement (CTA)	Prime Contractor
Each team member must have a GSA Schedule contract.	Only prime contractor has GSA Schedule contract.
Each team member is responsible for duties addressed in the CTA document.	Prime contractor is responsible for all duties.
Each team member has privity of contract with the government and can interact directly with the government.	Only prime contractor has privity of contract with the government and can interact directly with the government.

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https://mail.google.com/mail/ui=2&view=btop&ver=1sd

● Walter Eckbreth

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Actions ▾

**Walter:** How does one of you differ from the other? All I hear from both of you is 'blah blah blah'.

**Walter:** Wait, I thought we came here to have YOU tell US that!?

😊

## How do GSA Schedule CTAs differ from Prime/Subcontractor Arrangements?

Contractor Team Arrangement (CTA)	Prime Contractor/Subcontractor Arrangement
The ordering activity is invoiced at each team member's unit prices or hourly rates.	The ordering activity is invoiced in accordance with the prime contractor's GSA Schedule contract.
Total solutions can be put together quickly and easily.	The prime contractor is limited to the supplies and/or services awarded on its GSA Schedule contract.



## **Where can I find information on other GSA Schedule contractors who may want to team?**

Please visit GSA eLibrary to find GSA Schedule contractors who match the supply or service criteria.

## **When should GSA Schedule CTAs be set up?**

A CTA may be established in advance of any known requirement or after requirements are defined and the Request for Quotation (RFQ) issued.

Having an on-the-shelf team arrangement for non-complex buys will allow the contractors to respond quickly and easily when requirements emerge. For highly complex buys, a customized CTA may be required.



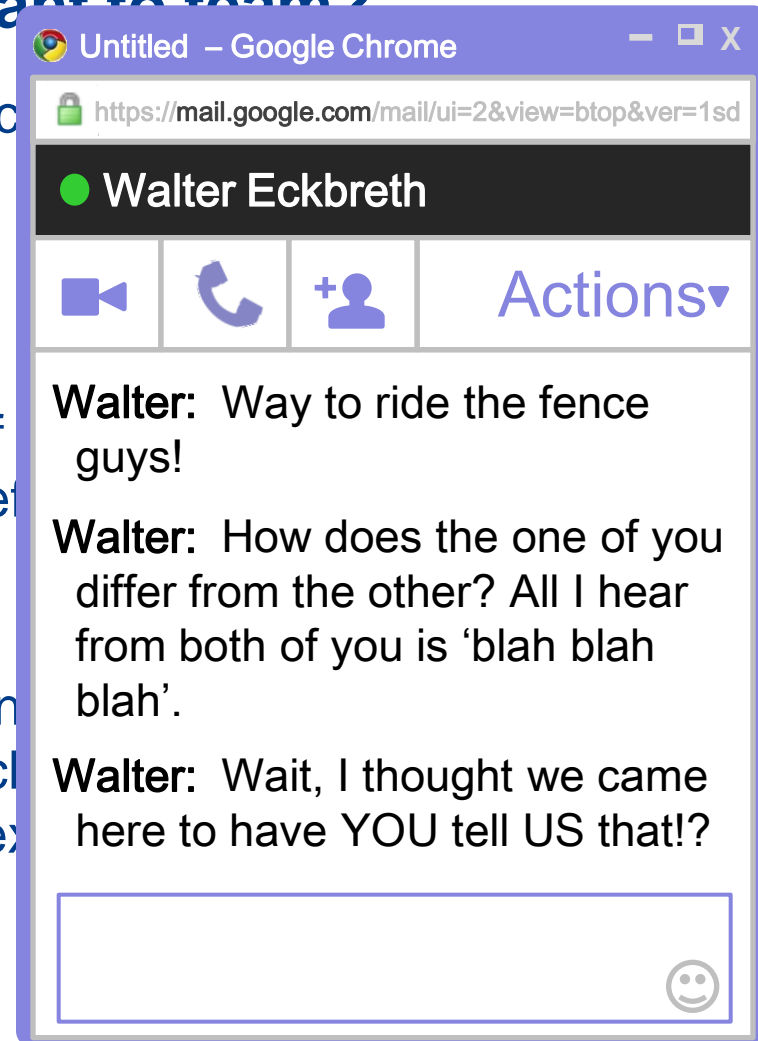
## Where can I find information on other GSA Schedule contractors who may want to team?

Please visit GSA eLibrary to find GSA Schedules that match the supply or service criteria.

## When should GSA Schedule CTAs

A CTA may be established in advance of requirement or after requirements are defined for Quotation (RFQ) issued.

Having an on-the-shelf team arrangement will allow the contractors to respond quickly when requirements emerge. For highly complex requirements, a CTA may be required.



## **Who is responsible for crafting the GSA Schedule CTA?**

GSA Schedule contractors are responsible for crafting the CTA document. The government is not involved in this process.

## **Does GSA approve a GSA Schedule CTA?**

No. The CTA is solely between the team members and cannot conflict with the underlying terms and conditions of each team member's GSA Schedule contract.

## **Will GSA provide a sample GSA Schedule CTA document?**

No. CTA documents are developed by the team members themselves and will vary from one CTA document to another.

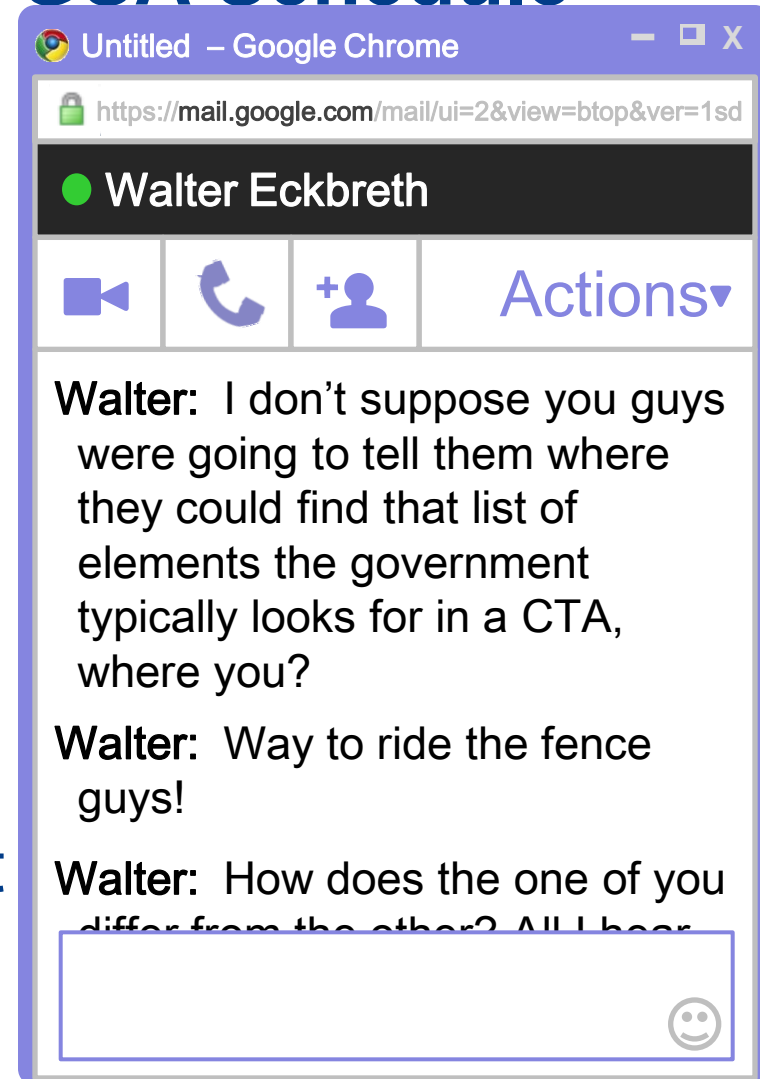
While not all-inclusive, GSA has developed the Elements of a Contractor Team Arrangement, [www.gsa.gov/portal/content/202253](http://www.gsa.gov/portal/content/202253), webpage.



## Will GSA provide a sample GSA Schedule CTA document?

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While not all-inclusive, GSA has developed Elements of a Contractor Team Arrangement Document.



## **In a GSA Schedule CTA, who bills the customer?**

The CTA document should designate who is responsible for invoicing and payment. While the team lead may submit an invoice on behalf of all team members, GSA recommends that payment be made to each team member.

## **In a GSA Schedule CTA, who is responsible for reporting sales and remitting the Industrial Funding Fee?**

Each GSA Schedule contractor is responsible for reporting its GSA Schedule contract sales and remitting the appropriate IFF.

## **What happens in the event of a problem, such as warranty or performance issues?**

Each team member is held accountable under the terms and conditions of its contract for any problems such as warranty or performance issues. The CTA document should spell out which team member is responsible, at each phase of the project.

## **To whom does the ordering activity communicate in a GSA Schedule CTA?**

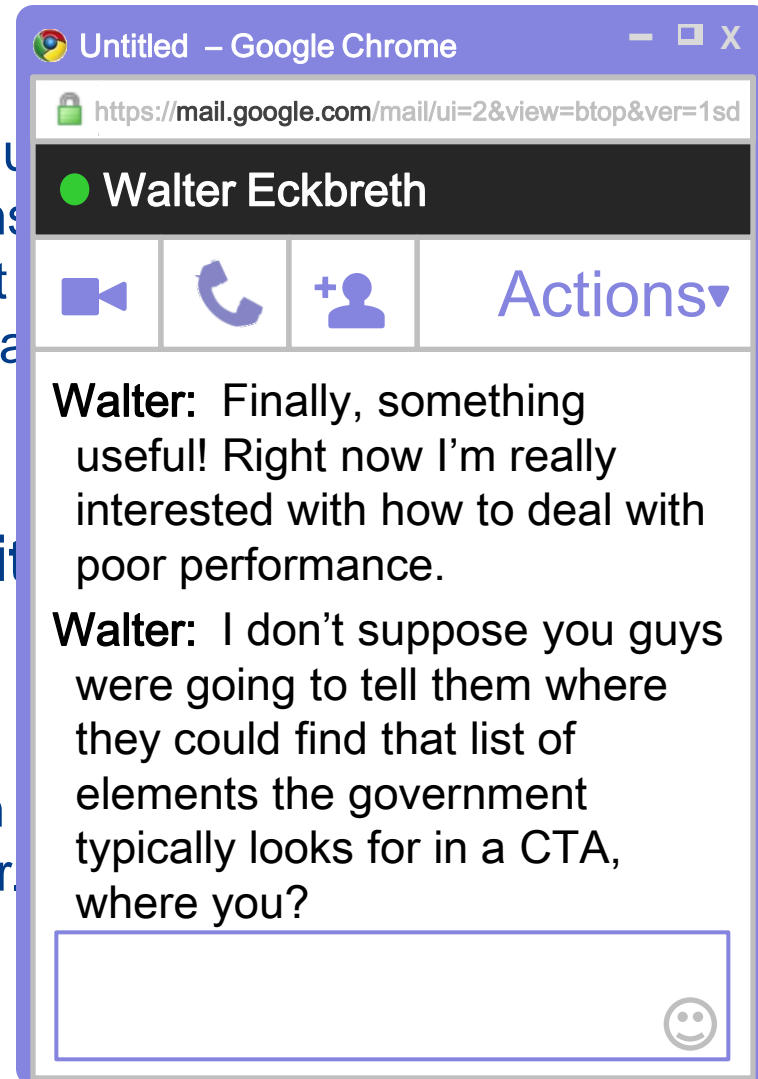
Points of contact should be spelled out in the CTA document for the team lead and for each team member.

## What happens in the event of a problem, such as warranty or performance issues?

Each team member is held accountable under the conditions of its contract for any problems or performance issues. The CTA document identifies which team member is responsible, at each phase.

## To whom does the ordering activity for a GSA Schedule CTA?

Points of contact should be spelled out in the contract for the team lead and for each team member.





## **There is a cost involved for my company to participate in a GSA Schedule CTA. How do I recoup these costs under my GSA Schedule contract?**

The CTA document should spell out any costs associated with the arrangement and how they will be allocated among team members.

Each team member should consider such costs and compensate accordingly when the team develops its price quotation.

The benefits of a CTA may more than compensate for a contractor's costs by expanding the firm's capabilities and broadening its customer base.



**Can team members still use subcontractors, and if so, would the subcontractors be considered team members of the CTA if the subcontractors did not hold individual GSA Schedule contracts?**

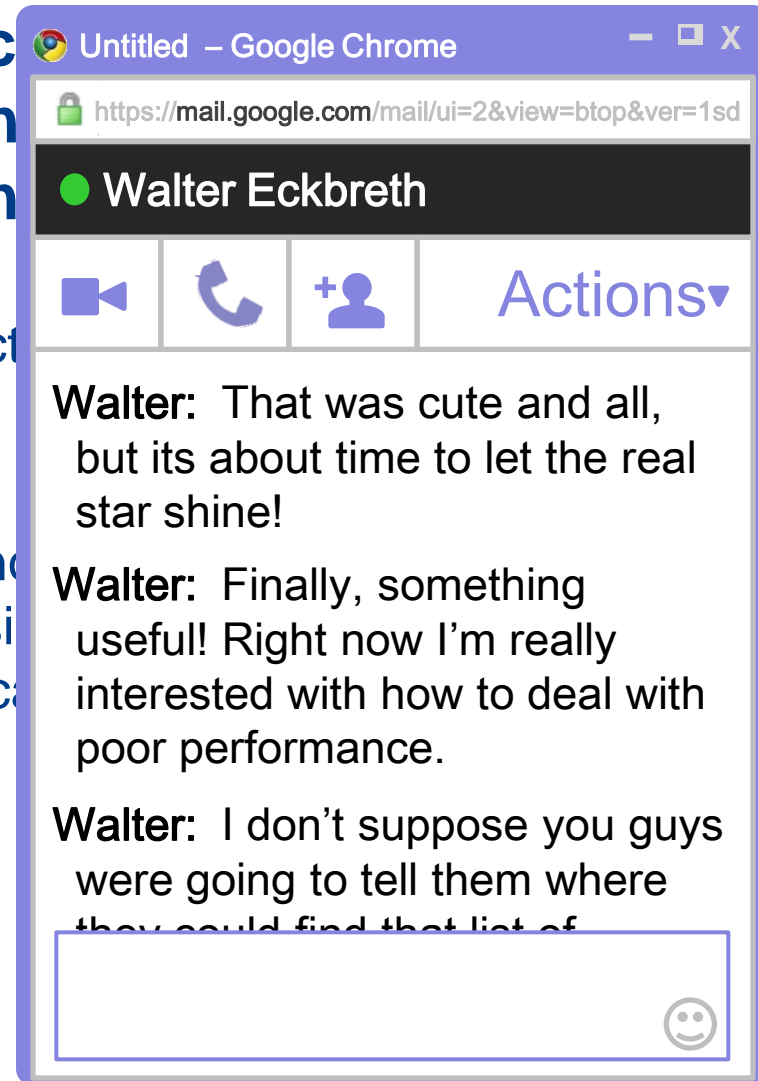
Team members may still use subcontractors as allowed by their GSA Schedule contracts.

Those subcontractors, however, would not be considered members of the "team," and the responsibility for the subcontractors would rest with the applicable team member who employs them.

## Can team members still use subcontractors, and if so, would the subcontractors be considered members of the CTA if the subcontractors hold individual GSA Schedule contracts?

Team members may still use subcontractors on individual GSA Schedule contracts.

Those subcontractors, however, would not be considered members of the "team," and the responsibility for subcontractors would rest with the applicant who employs them.





U.S. General Services Administration

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## **An Innovative Customer Solution - Contractor Team Arrangement Q&A: Tackling the Tougher Issues**

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